

NORTH HEIDELBERG TOWNSHIP
BOARD OF SUPERVISORS

January 24, 2018

The regular monthly meeting of the Board of Supervisors of North Heidelberg Township was called to order at 7:15 P.M. The pledge of allegiance to the flag followed. Supervisors present were Chairman, Mitch Wolfe, Vice Chairman David Pool and Robert Klinger. Also in attendance was Bethany Emkey, Township Solicitor and Township Secretary Diana Minnich.

Minutes – The minutes from the December 27, 2017, January 2, 2018 and January 15, 2018 meeting were reviewed with no additions or corrections. David Pool made a motion to approve the minutes as submitted. Robert Klinger seconded the motion, and motion carried.

David Pool announced that Jack Kuhn passed away on Monday 1/23/2018 and wanted to recognize and thank him for his services as Tax Collector.

Announce Executive Meeting – The Board had an Executive Session Meeting prior to the meeting to discuss personnel matters and possible pending litigation.

David Pool motion to amend Matt Yoh's pay rate back to his previous rate of \$16.00 per hour pending his CDL passage. Robert Klinger seconded the motion. Motion carried.

Mitch Wolfe explained that the other issue discussed was the zoning permit for Robert & Ruth Klinger. The motion is to approve the zoning permit issued to Robert and Ruth Klinger in order to extend the Zoning Hearing Board decision of December 8, 1988 for the operation of a pallet business under certain terms and conditions. Mr. Klinger stated that it is his and his wife's property and he recuses himself from voting. Bethany Emkey explained that because Mr. Klinger does have a conflict he has to abstained from voting. If there were a tie between the two other remaining supervisors, Mr. Klinger would be allowed to break the tie on the vote.

Mitch Wolfe motioned to accept the Zoning permit with all the terms and conditions. David Pool seconded the motion. Motion carried. Mr. Klinger abstained from voting.

Treasurer's Report – The treasurer's report was reviewed. David Pool made a motion that the treasurer's report be accepted as submitted. Robert Klinger seconded the motion. Motion carried.

Appointment of Treasurer – The Board must appoint a Treasurer since it was tabled at the Re-Organization meeting. Robert Klinger motioned to appoint James Tomanelli as the Township Treasurer. David Pool seconded the motion. Motion carried.

Appointment of Vacancy Board – David Pool motioned to appoint John Vespico to the Vacancy Board. Motion was seconded by Robert Klinger. Motion carried.

Public Comments to the Agenda – Jeff Schatz mentioned that normally if you appoint someone to a Township position, you state the compensation. Mr. Schatz asked if the Treasurer is going to be paid. The Board discussed it and Mr. Klinger reached out to Mr. Swanson regarding compensation for the Treasurer. Mr. Swanson suggested \$19.00 to \$20.00 per hour. David Pool motioned to pay Mr. Tomanelli \$19.00 per hour. Robert Klinger seconded the motion. Motion carried.

John Ruth asked if the Deputy Tax Collector has to be a resident of the Township. Bethany Emkey explained that the Deputy Tax Collector is not required to be a Township resident. In addition, other Tax Collectors from other jurisdictions can cross over to help each other out. The Tax Collector has the ability to appoint their deputy so in this case the deputy Kloma appointed is the Tax Collector from Tulpehocken Township.

Correspondence:

Bernville Volunteer Firefighter Relief Financial Report – Township received their 2017 Financial Reports of receipts and expenses. The reports show how the Bernville Volunteer Firefighter Relief Association has dispersed the funds received from the Township and allocated by the Commonwealth of PA through Act 205 Chapter 7 of 1984.

Berks County Conservation District letter re: Clements Minor Subdivision – The letter stated that the E&SC Plan for the Clements Minor Subdivision is adequate for erosion and sedimentation control during normal weather condition.

Planning Commission - Troy Tranquillo mentioned that since the Planning Commission didn't have a quorum and there was some conflict for their regular scheduled meeting on January 18th so the Board agreed to have the meeting on the Saturday January 20th but the Board of Supervisors did not allow it. Bethany Emkey mentioned that it is an expense to the Township to reschedule a meeting. Since it is a public meeting, it would have to be advertised again to be reschedule. Mitch Wolfe informed the Planning Commission members that Chris Hartman will be attending their February meeting.

Jeff Schatz explained that North Heidelberg Township will be hosting the Joint Planning Commission this year. The Joint Planning Commission met on January 18th and re-organized the Board. In addition, this year the Board does have two proposed changes to the Joint Planning which is Mini Tower Regulations and Medical Marijuana facilities. The next Joint Planning Commission meeting is scheduled for March 15th.

Kraft Code Services monthly report – Kraft Code Services approved 1 permit for the Month of December for an addition on Trail Ride Lane and followed through with a property maintenance complaint.

Road Report:

- 1 – Pressure wash trucks on several occasions.
- 2 – Prepare inventory list.
- 3 – Plowed and treated roads on several occasions
- 4 – Attended class at Oley Fair Grounds.
- 5 – Mixed salt and antiskid.

Mr. Klinger reported that the restrooms are vented in the ceiling instead of outside the building. This will be followed up.

Solicitors Report:

Tax Collector fees charged - After the examinations of the recent tax collection items that the tax certification is currently at \$15.00 per certification and typically the charge for that in Berks County is about \$30.00 to \$40.00 and the fee for a duplicate tax bill currently is no charge in North Heidelberg Township which typically is \$5.00 to \$10.00. If the Board was inclined to make any changes to the fees, the Solicitor would have to prepare an ordinance to do so. It would need to be motioned to be advertised to adopt the ordinance at the February meeting. The Tax Collector keeps all fees charged. Mr. Eves mentioned that the Board will spend money to advertise the adoption of the ordinance and for the Solicitor to prepare the ordinance and the Tax Collector keeps the money. The Board decided not to make any changes for fees charged.

Tax Collector Audit: Mr. Swanson asked where the 2017 records are for the Tax Audit and who will be involved. The 2017 records are in Tax Deputy Lori Deck's possession for the Berks County Audit on January 29th and she will be the person to contact for the Audit.

Robert Klinger informed Mr. Swanson that an inventory list of everything in the shop is being prepared.

Action Items:

Website status – Mitch Wolfe contacted Berks County and found out that Berks County will provide a website to any municipality that asks for it at no charge. They will help you set it up, their IT people will be at our disposal and the Township Secretary can go into the Services Center and take training running the website.

Public Comment – Lisa Heilman's interest is the treatment of the Township employees. She would like the Township to keep the employees.

Jeff Schlaybach asked if the couple that were working on the website previously are still involved and if not, they should be thanked for the effort they were involved with.

Mr. Goodhart submitted the Zoning Hearing Board annual report for 2017. One application from Robert and Ruth Klinger was submitted and placed on hold for possible future resolution in early 2018 which was recently resolved.

Walter Stewart mentioned that the PA Governor's Center for Local Government Services has many manuals and handbooks which could benefit the BOS, Zoning Hearing Board and Planning Commission Board. Mr. Stewart recommended that the Board to obtain some of the publications as appropriate and distribute them to the Board members.

Bills – Robert Klinger made a motion to pay the bills. David Pool seconded the motion. Motion carried.

There being no further business to come before the Board of Supervisors as this time, Robert Klinger made a motion to adjourn the meeting. David Pool seconded the motion. Motion carried. The meeting was adjourned at 8:10 P. M.

Respectfully submitted,

Diana Minnich, Secretary

People in attendance:

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| 1 - Jeff Schlaybach | 11 – Randy Lutz |
| 2 – Ruth Klinger | 12 – John Ruth |
| 3 - Jeff Schatz | 13 – Brian Swanson |
| 4 – Walter Stewart | 14 - Rosalie Stewart |
| 5 - Sheila Stewart | 15 - Tucker Stewart |
| 6 – Chris Eves | 16 - John Kalbach |
| 7 - Troy Tranquillo | 17 - Kloma Kalbach |
| 8 – Jim Tomanelli | 18 – David Lange Jr. |
| 9 – Russell Getz | 19 – Laura Scheetz |
| 10 – Lisa Heilman | |